

MINUTES

IT STEERING COMMITTEE

MEETING: Thursday, June 04, 2015

COMMITTEE MEMBERS PRESENT:

Gordon Crisp, Chairman	John Halbert	Mike Swift
Van Sturdivant, Secretary	Richard DeSaussure	Bill Gupton
W. Aaron Hall	Gary Harshman	Derrick Mink
Dale Lane	Debra Gates	Gwendolyn Cranshaw
Joy Touliatos		



CALL TO ORDER:

Gordon Crisp, Chairman, called the meeting to order at 9:33 am




APPROVAL OF MINUTES:

Motion was made and seconded to approve the February 24, 2015 Minutes.
Motion Approved.

SUB-COMMITTEE REPORTS:

-  **PCI Sub-Committee** – *Debra Gates*, reported the county continues to move forward toward total Shelby County compliance.
-  The committee is focused in presenting a county wide funding source for PCI Compliance, most likely for FY16/17.

DISCUSSION OF PROJECT REVIEWS:

-  *Gordon Crisp, Chairman*, announced the next IT Steering Committee meeting is scheduled for Tuesday, July 21, 2015 to accommodate those items needing to be entered on SIRE.
-  *John Halbert, CIO*, requested that all future Project Reviews be submitted to him no less than two weeks before a scheduled IT Steering Committee Meeting to allow for proper review time and CIO Project Summary preparation.
-  *Gordon Crisp, Chairman* instructed that beginning today; all voting would be by roll call by department name to ensure resolution compliance.

- ☀ It was also recommended that meetings be scheduled every two months. If no items are before the committee, then the meeting will be cancelled by the Chair.

GEMS CONTRACT - OVERVIEW:

- ☀ *Smita Sompalli, IT Applications Manager*, presented an update/overview of GEMS – Support and Maintenance Contract Renewal.
- ☀ Contract Term is for July 1, 2015 through June 30, 2016. FY15/16 cost is \$205,570.66. Current FY14/15 cost is approximately \$193,000.
- ☀ The CIO Summary is pending.
- ☀ Upon completion of all documents, the Chair will request an electronic vote.

SYSTEM CENTER CONFIGURATION MANAGER - OVERVIEW:

- ☀ *Jeff Yallope, Manager*, presented an overview of the Microsoft System Center Configuration Manager (SCCM).
- ☀ Microsoft ended support for SCCM 2007 on July 8, 2014.
- ☀ The RFP had to be reissued; therefore, sealed bids were not received until Tuesday, June 2, 2015.
- ☀ The CIO Project Summary is pending due to the reissue of the RFP.
- ☀ Upon completion of all documents, the Chair will request an electronic vote.

ELECTION COMMISSION CONSULTANT – OVERVIEW:

- ☀ *Joe Young, Deputy Administrator of Election Commission*, presented.
- ☀ The Election Commission no longer has a vendor for maintenance support for their Voter Registration System.
- ☀ A consultant will provide assistance and direction needed to gather the requirements and assist in helping to develop a methodology to choose a new system.
- ☀ Estimated cost for a consultant is 7% less than the CIP funds reserved for this project. The CIO Summary is pending.
- ☀ Upon completion of all documents, the Chair will request an electronic vote.

DISCUSS CHANGES TO ISLA:

- ☀ *John Halbert, CIO*, updated the committee on minor changes to the ISLA – Internal Service Level Agreement.
- ☀ The term **Service Desk** replaces **Help Desk**, and telephone numbers have been added as resources in the event of escalation issues.

ICJIS RELATED – OMSE INTERFACES APPROVAL:

- ☀ *Terri Stanton, Senior System Analyst* presented an overview of OMSe - Offender Management System contract.
- ☀ There are three (3) contracts required for interface with the OMSe:
 - **Morphotrak**, an offender fingerprint identification application (\$46,000);
 - **SergeMD**, offender medical system (\$68,600);
 - **DataWorks Plus**, offender mugshots (\$5,000).
- ☀ Total cost is \$119,600.
- ☀ CIO Summary completed and submitted.
- ☀ Motion made and seconded to approve request. Motion carried.

TRUSTEE CONTRACT WITH ABSONI AND JD RESOURCES APPROVAL:

- ☀ *Tina Walker, Deputy CAO*, presented a status summary on the Shelby County Trustee Aumentum Tax Software in addition to the request for approval for two (2) contracts- one (1) year renewals:
 - **Absoni, LLC** – for ongoing professional technical consulting services.
 - ❖ The contract amount is not to exceed \$160,000.
 - ❖ The CIO Summary is pending.
 - ❖ Upon completion of all documents, the Chair will request an electronic vote.
 - **JD Resources** – for ongoing Project Manager consulting services.
 - ❖ The contract amount is not to exceed \$155,860.
 - ❖ CIO Summary completed and submitted.
- ☀ Motion made and seconded to approve request. Motion carried.

NEW BUSINESS:

No new business was discussed.

MEETING WAS ADJOURNED: 10:30 AM.

Motion was made and seconded to adjourn at 10:30. Motion carried